

## **B. Enrollment Documentation**

Parents must provide proper documentation to the school in order to enroll a student:

1. Copy of the student's social security card or a signed and notarized social security waiver including a number assigned in place of the student's social security number. This form can be provided in the Student Services Office.
2. The student's age must be verified using one of the following documents (ACA 6-18-208):
  - a. State issued birth certificate,
  - b. A statement by the local registrar or a county recorder certifying the child's date of birth,
  - c. An attested baptismal certificate,
  - d. A passport,
  - e. An affidavit of the date and place of birth by the child's parent or guardian,
  - f. Previous school records,
  - g. United States military identification.
3. An up-to-date immunization card.
4. All enrolling kindergarten students are required to provide proof of a physical examination.
5. Proof of residence using one of the following methods:
  - a. An approved school choice application/letter,
  - b. Documentation of an approved district transfer from the school boards of the resident and receiving district.
6. School Choice and Legal Transfers may be limited to schools with sufficient capacity. Schools available for these transfers will be determined by the district administration.